

# Station Playlist Creator

WRUU 107.5  
Manual

Note:

You are not required to utilize this software to air your show.

You will still be required to know and utilize the software in the studio on occasion as it will store pre-recorded shows, PSA's, Promos and Station ID's.

The software is mainly for those who are going to have a show, but will not be in the studio at the time the show will air.

Any sound recording, or play list software can be used to create your show. Just bring your device into the studio, plug into the auxiliary line and air your show directly from your device.

## Overview

Station Play list Creator creates and manages a library of all recorded media that can be used for on air transmission.

Just like the name suggests, it is used to create play lists to be run on air in either interactive, or automated mode.

It has a similar functionality to that of I-Tunes, Windows Media Player, or any other media player.

You will create your own directory of media that you will be able to find and insert into the program. Within the program you will be able to organize and prepare for airing your show.

Within it you can compile an entire list of music, PSA's, promos, station identification, or any other segments that will be a part of your particular show. The program can also capture voice recordings to be placed in the selected spots you want them to play within the play list sequence.

Once the list is created, the automation has been set and initiated in Studio, it will run on its own for the designated amount of time without having to touch any bit of equipment.

This is convenient for anyone who will not be present in the studio when a show is presented on air. The show can be designed to run in the sequence you create.

## Preliminaries Outside the Studio

Create a folder and add all of the media you intend to utilize for your show.

With music, be sure to add tags.

Eg: artist, album, genre, year, similar artists, mood, etc

These tags will all become active within the program itself.

Put the folder onto a USB drive.

Once this is all organized, you are ready to head to the studio.

Once you are in the studio with your USB drive:

Plug your USB drive into the top left computer labeled WRUU automation. It is located in the hallway.

The files on the USB drive will then be accessed by using the computer to the left of the console in the studio.

On that computer, find the (E: Drive), create a folder with the name of your show in WRUU music directory.

Then,

Find your USB drive, select your Files or folder and import them into your folder on the E: drive of the computer.

Import may take a moment.

On the same computer, open Station Playlist Creator software.

In the side bar to the left in the Creator Program,  
select category – click

– A window pops up that states new category

Create the new category - name category, what ever your show  
is, and the date the particular show will air –

In the Middle right of that pop up window you will see

– add files or add folder – select which one applies

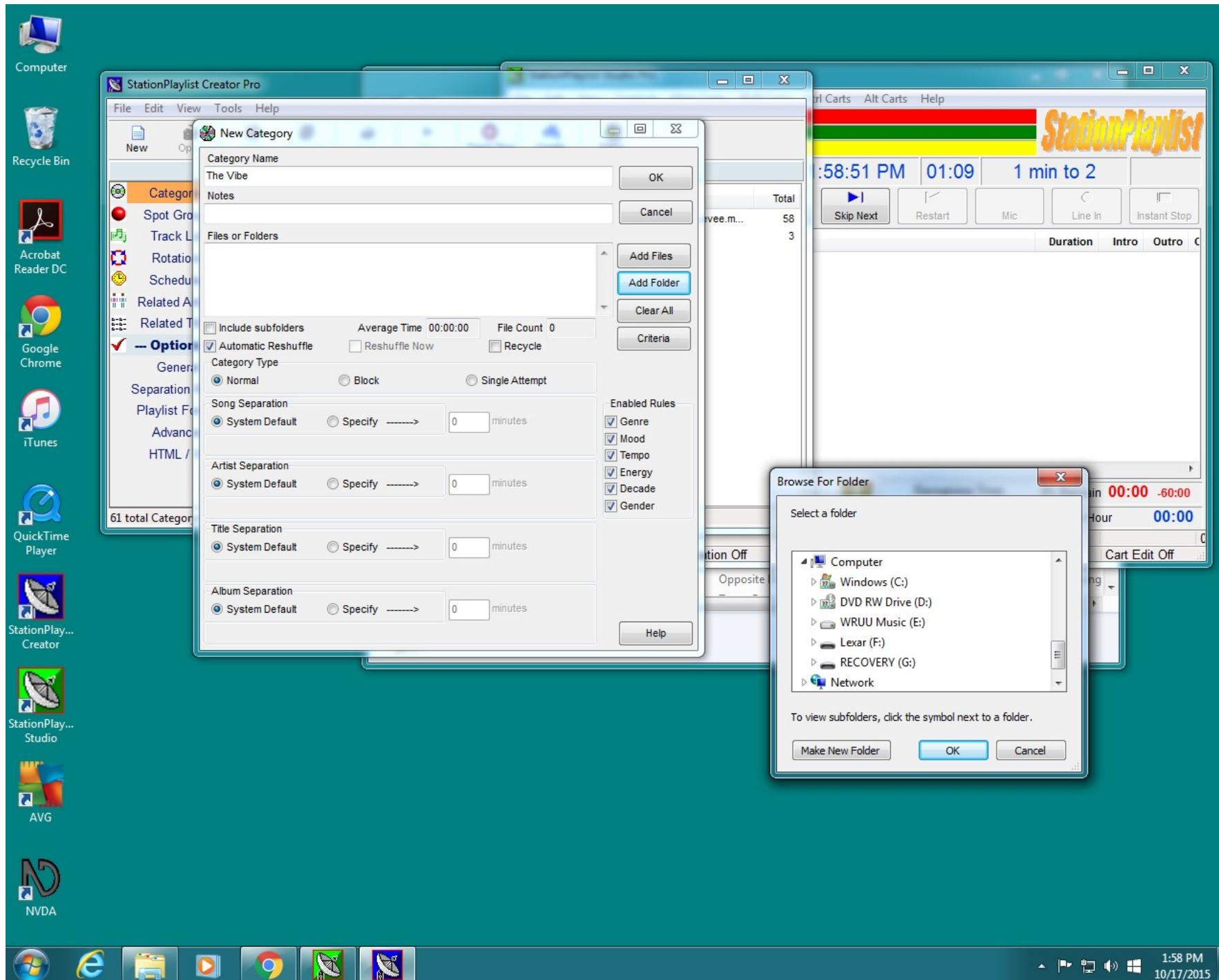
A new ‘my computer’ window pops up -

find your folder, your files and select them all.

Settings stay as system default

Select OK

That window closes



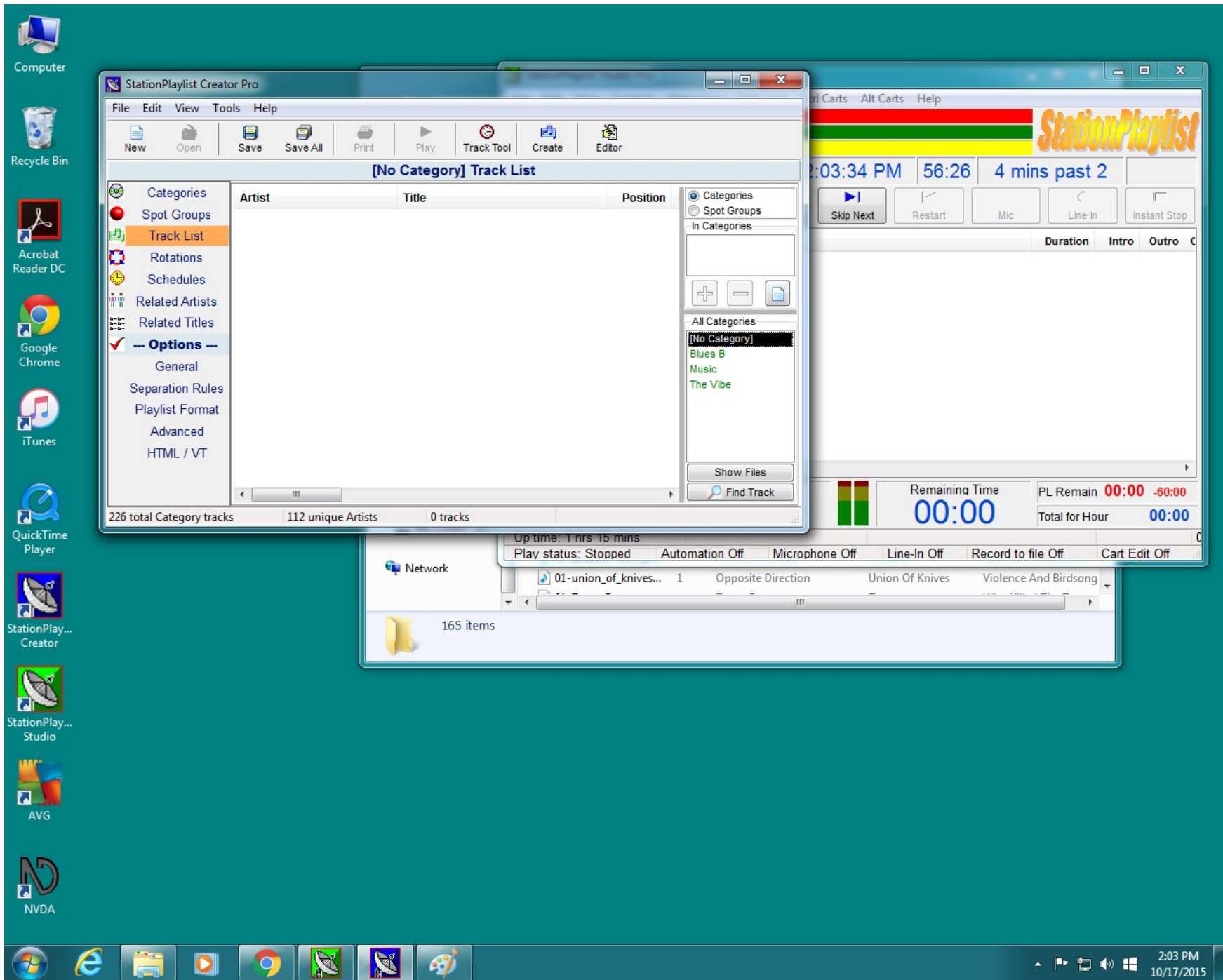


Then, on main screen of program -  
select track list

The main center panel will be empty.

Bottom right you will find the available categories  
Find your show category and select it. Your play list of songs  
will appear in the main center panel of the track list window

Check to make sure everything you want, or need is there and  
that it is labeled the way you need it to be.



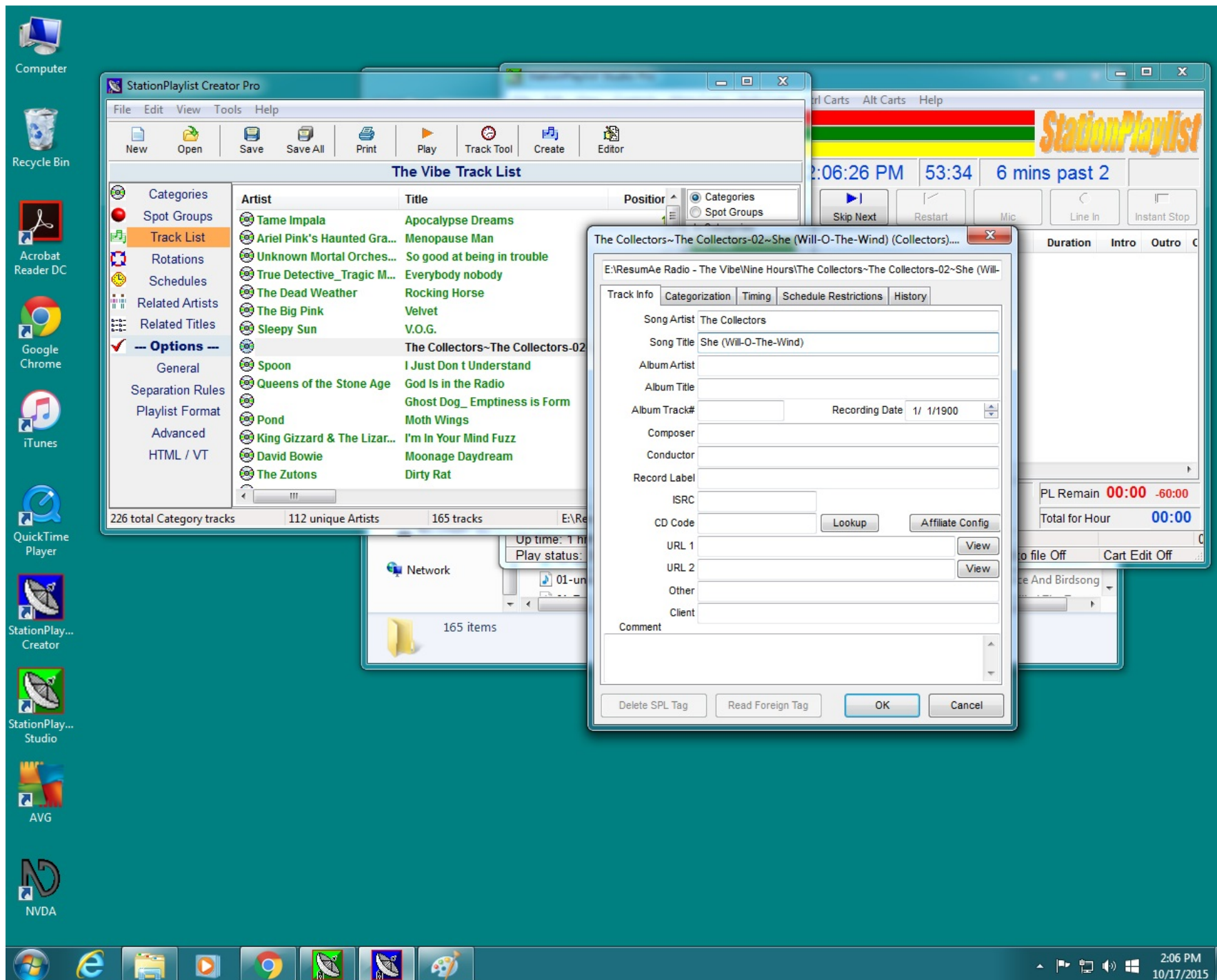
You may need to add track information that did not import with your file

Select those files individually, right click and select track properties

A pop up window that shows all of the sub labels for each category appears

Track info tab -

Go through each tab and add any information that will help the program best handle the file.



This next Step:

Adding your perimeter elements that are not music

Select Spot Groups in the Left panel on main window

A new pop up window will appear – you will go through the same process as you did while creating a new category.

Make sure you have not already uploaded these files to the new Category folder you already created.

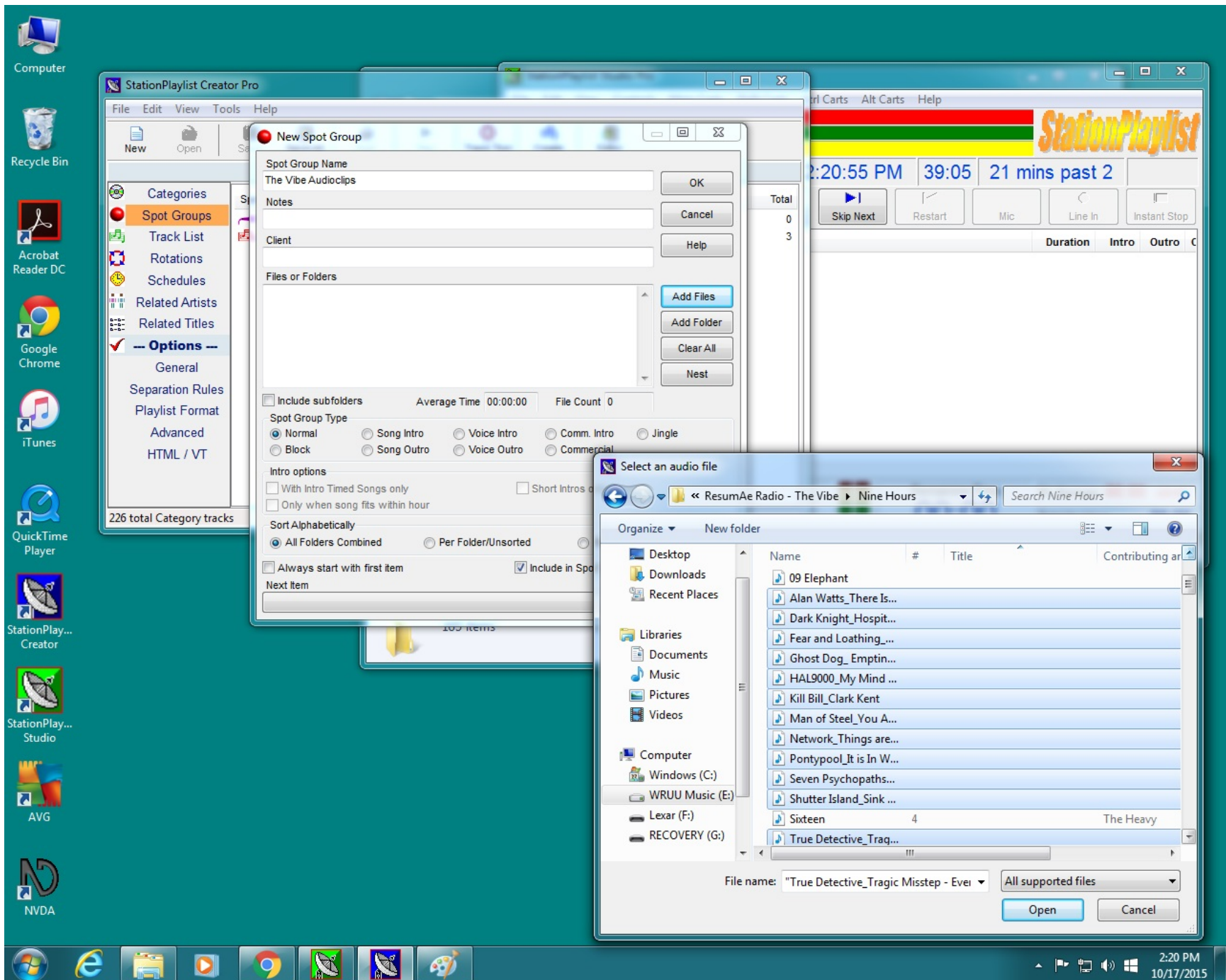
The program will ask you to note the Spot Group types

Read over the options, there you will select which type of spot group you're adding

EG: voiceover of song intro/outro , any other sound clip you want to use in your show, promo, etc.....

Fill in the spot group name; your show title and airing date.

Click 'add files', find the files you want to import and then select OK



Next Step: Creating a new rotation element

Select rotation – name the rotation - show name and airing date

This step will show you the amount of time your show will run.  
You can add files at this stage to get it to meet the amount of time you plan on running your show.

To the left you will see ‘Green’ for category and ‘Red’ for spots

Find your labeled category and spot then select each one to create a sequence. Hit the arrow to place it into the right panel, which is the over all play list of your show.

You can also drag the category label or spot into the right panel.



In this step you can adjust the order of the media by dragging a file to the desired spot in the play list.

You can also right click, and select insert track

This will take you to a window that allows you to select a specific track that will be placed in that highlighted spot in the rotation you are creating.

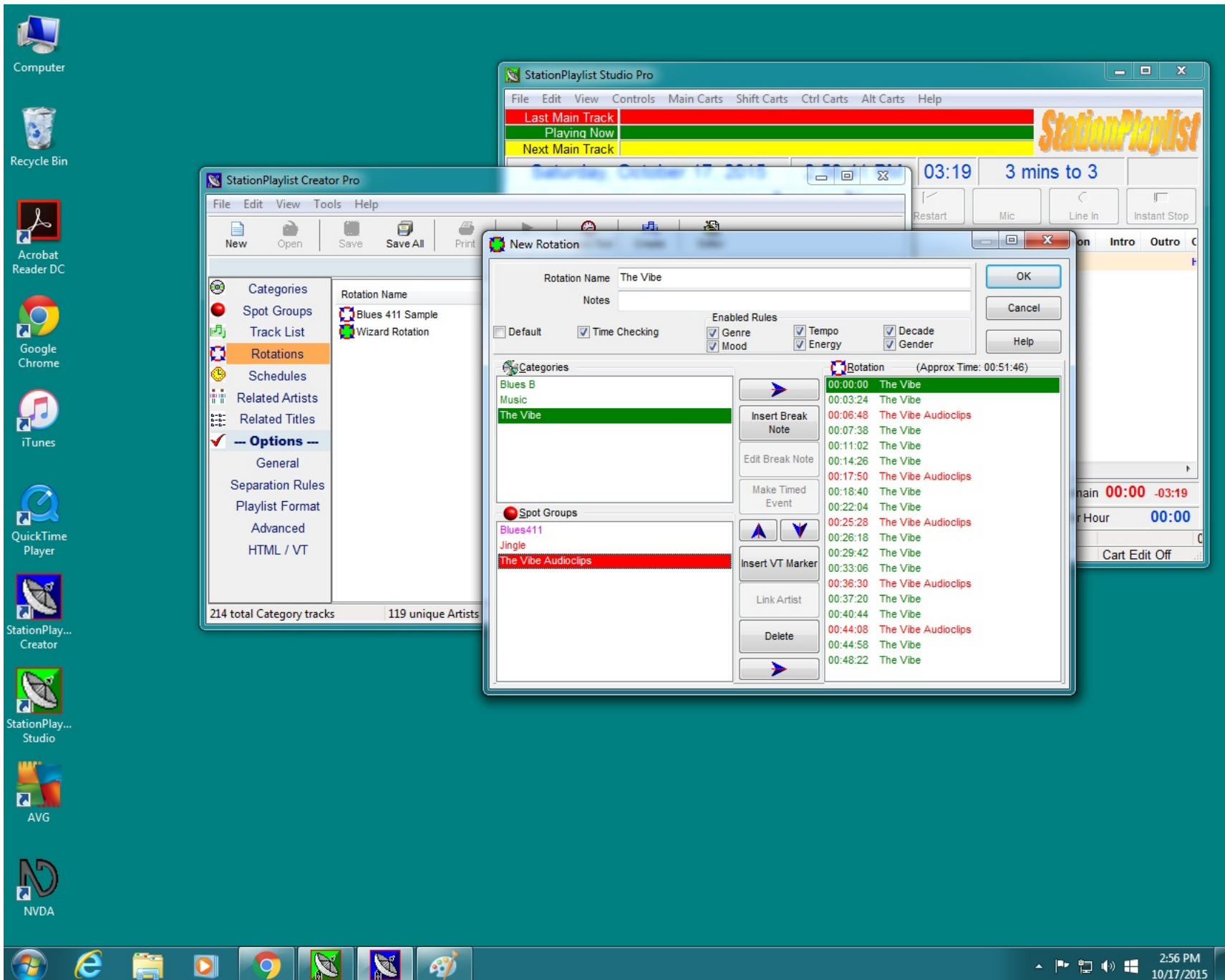
When you close this window, it automatically brings you back to the program window

In this step you can also insert VT markers – Voice Track markers hold the spots where you want to record directly into the program

You can set the duration of time each marker will be.

Place a VT marker in all spots of the play list for the entire show you are creating





How to record a VT:

Create play list.

Pulls up the playlist window.

At the top you will see Record with the red arrow.

Click record, then opens up the recording window feature.

Set up the microphone at the board.... Channel 1

Depress the program and audition button.

Test you level

Make certain the program is reading the voice,,,you will see the eq bars moving

Select the red record button in the VT record window

Begin your recording

Listen to make certain you like what you hear

When you press the save button, the recording is automatically placed in the play list at each VT marker.



Computer



Recycle Bin



Acrobat  
Reader DC



Google  
Chrome



iTunes



QuickTime  
Player



StationPlay...  
Creator



StationPlay...  
Studio



AVG



NVDA

StationPlaylist Studio Pro

File Edit View Controls Main Carts Shift Carts Ctrl Carts Alt Carts Help

Last Main Track  
Playing Now  
Next Main Track

Saturday, October 17, 2015 3:36:16 PM 23:44 24 mins to 4

Play Stop Automate Insert Skip Next Restart Mic Line In Instant Stop

Artist	Title	Duration	Intro	Outro
Hour Marker	1300 (1pm 10/18/2015)			

Voice Tracking

Saturday, October 17, 2015, 12:00am

01. <Top of Hour>

00. Voice Track - Oct17-0000

01. <Voice Track> - Oct17-0000

02. Black Rebel Motorcycle Club - Le...

03. The Dead Weather - I Cut Like a ...

☒ Auto Next ☐ Auto Record ☐ Override Default

Intro Timing 0.0 secs

Next Record Play Close

SPL Recorder - Oct17-0000.WAV

00:00.0

Duration: 00:00  
Format: PCM WAV  
Mono

Elapsed Time 00:00 Remaining Time 00:00 PL Remain 00:00 -23:44 Total for Hour 00:00

Play status: Stopped Automation Off Microphone Off Line-In Off Record to file Off Cart Edit Off

